



JOINT LAW ENFORCEMENT OPERATIONS TASK FORCE OBLIGATION DOCUMENT

Section 1: Obligation Number

Section 2: Participating Agencies

Notification to state and local agencies of funding provided in support of Joint Law Enforcement Operations, pursuant to the Memorandum of Understanding (MOU) between:

Durham NC Police Department

And

**The United States Marshals Service (USMS)
M/North Carolina (57)**

Section 3: Period of Performance

October 7, 2010 through September 30, 2011

Section 4: Vehicle Information

Vehicle Quantity	Fuel/Maintenance and Retrofitting
Quantity of vehicles: 0	Quantity of vehicles: 0
Total vehicle purchase: \$0.00	Total vehicle fuel/maintenance and retrofit:

Section 5: Appropriation Data

Fiscal Year	Organization	Fund	Project	SOC	Purpose	Dollar Amount
FY: 2010		5042X	JLEOTFS 4	2570	Vehicle	\$0.00
FY: 2010		5042X	JLEOTFS 4	2607	Fuel/Maintenance	
FY: 2010		5042X	JLEOTFS 4	2544	Retrofit	
FY: 2010		5042X	[Select]	2650	Radios	\$0.00
FY: 2010		5042X	[Select]	2178	Travel	\$0.00
FY: 2010		5042X	[Select]	2523	Training	\$0.00
FY: 2010		5042X	[Select]	2651	Equipment	\$0.00
FY: 2010 2011		5042X	JLEOTFS 4	2599	Overtime	\$15,000.00
BW Total Obligation Amount:						\$15,000.00

Section 6: Contact Information

District/RTTF POC:	State/Local POC:
Name: Rich Carleton	Name: Jose Lopez
Phone: (336) 337-6402	Phone: (919) 560-6100
Email: richard.carleton@usdoj.gov	Email: policechief@durhamnc.gov

Section 7: Authorization

This obligation document serves as notification of funding provided to support state and local agencies participating in Joint Law Enforcement Operations subject to the availability of funds. The United States Marshals Service reserves the right to remove unused residual funds upon completion of payments under this obligation.

Certification of Funds:

Brantley Williams
USMS Representative

10/26/2010
Date

Obligation Approval:

Edward W. Hurley
Chief Deputy or RTTF Commander

10/26/2010
Date

Acknowledgement:

Jose Lopez
Department Representative

12/2/10
Date

USM-607 FORM INSTRUCTIONS: JOINT LAW ENFORCEMENT OPERATIONS
TASK FORCE OBLIGATION DOCUMENT

The Joint Law Enforcement Operations Task Force Obligation Document is designed to provide district and regional fugitive task forces with one standard obligating form to record new obligations in STARS. To adjust funding in an existing obligation, please refer to Form USM-607A, Joint Law Enforcement Operations Task Force Modification Document. Funding in support of the JLEO mission is pursuant to the existing Memorandum of Understanding (MOU) between the USMS and the JLEO participant. Reimbursements are subject to the availability of funds and contingent upon the submission of proper documentation. Please note that overtime reimbursements require the submission of agency invoices and supporting documentation on a quarterly basis.

In the event that the USMS will use a payment method OTHER than reimbursement directly to the state or local agency, additional guidance will be provided by USMS Headquarters. The district or RFTF office is responsible for communicating payment procedures to their partnering agencies. All payments are made via Electronic Funds Transfer (EFT) through the U.S. Department of Treasury.

SECTION 1: Obligation Number

- A. Enter STARS Obligation number.
- B. Proceed to Section 2.

SECTION 2: Participating Agencies

- A. BOX 1: Enter name of state or local JLEO participating agency (up to 40 characters).
- B. BOX 2: Use drop down menu to select appropriate USMS District/RFTF.
- C. Proceed to Section 3.

SECTION 3: Period of Performance

- A. Insert valid period of performance for the obligation. Obligations created using the one-page JLEO Task Force Obligation Form may not cross fiscal years. If there is a need to cross fiscal years, please utilize a Purchase Order for the obligation.
- B. Period of performance must begin no earlier than the date of funds availability (provided by IOD and the Asset Forfeiture Division) and end no later than September 30 of the following calendar year.
- C. Proceed to Section 4.

SECTION 4: Vehicle Information

- A. To be used for vehicle or fuel and retrofitting obligations only. If not applicable, proceed directly to Section 5.
- B. If applicable, enter appropriate quantities for vehicles purchased (BOX 1) or vehicles receiving fuel/retrofitting (BOX 2). Proceed to Section 5.

SECTION 5: Appropriation Data

- A. Enter information across appropriate field for all items being obligated. All fields for a line item must be completed in order to proceed to the next step.
- B. Project Codes: District task force obligations are funded under the **JLEOTFS4** project code for a JLEO obligation. RFTF project codes have been assigned by region and will be entered by Headquarters IOD staff.
- C. Fuel/Maintenance Obligations: All funding for fuel/maintenance will initially be entered as SOC 2607. Upon receipt of reimbursement requests from agencies, the District/RFTF analyst must determine whether any expenditures were for maintenance of JLEO task force vehicles. The amount requested for maintenance reimbursement must be removed from the original SOC 2607 line and added as a new line item under SOC 2562 (Repair and Maintenance of Government Vehicles) before payment is processed.
- D. Proceed to Section 6.

SECTION 6: Contact Information

- A. Enter District/RFTF contact information (Box 1) and State/Local contact information (Box 2).
- B. Proceed to Section 7.

SECTION 7: Authorization

- A. Certification of Funds: Signature will be applied by USMS District official or IOD representative (RFTF) after the Asset Forfeiture Division has confirmed that funds have been moved into the budget.
- B. Obligation Approval: Signature will be applied by District or RFTF representative upon receipt of obligation document. To ensure sufficient internal controls and proper segregation of duties, the district/RFTF representative approving obligation forms cannot also approve invoices or reimbursements related to the same obligation. (See U.S. Office of Management and Budget (OMB) Circular A-123 and USMS Office of Finance guidance for further information regarding internal controls.)
- C. Acknowledgement: Signature will be applied by state or local agency representative.

The obligation is not valid until all parties have signed. When completed, the form will be returned to the District/RFTF office. Districts are responsible for entering obligations into STARS. RFTF obligations will be forwarded to Headquarters IOD to be entered into STARS.